

NEWS BULLETIN

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UNITED NURSES OF ALBERTA

OCTOBER/NOVEMBER 1989



President Heather Smith's Address to the Annual General Meeting, October 17, 1989

The question of the year must be: WHAT WILL MAKE NURSES HAPPY?

After decades of malignant disregard for the significance of our contribution to health care, there is genuine surprise that nurses are unwilling to tolerate the status quo.

To the chagrin and embarrassment of politicians, nurses are shaking loose the shackles of repression and standing tall for the rights of health care workers and inevitably for the future of all Canadians.

The public has never had health care so visibly forced into their consciousness: the Alberta nurses' strike, January 1988; the Saskatchewan nurses' strike, October 1988; the British Columbia nurses' strike, June 1989; and the Quebec nurses' strike, September 1989. Manitoba nurses carried a coffin symbolizing the death of health care to the provincial legislature. Although Ontario is confined within an agreement, the nurses there have openly demonstrated their dissatisfaction. Nurses across Canada have forced politicians to take heed

that we are not going to tolerate inappropriate spending and funding. All health care workers must resist efforts by employers and governments to make us the financial scapegoats of misguided fiscal agendas.

Some would have us believe that "image" is the overwhelming concern of nurses.

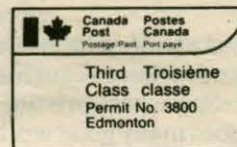
"All health care workers must resist efforts by employers and governments to make us the financial scapegoats of misguided fiscal agendas."

Well, I'm very happy with the new "image" that nurses have in Canada.

Nurses are determined (some say stubborn) caring advocates of health care, on behalf of all Canadians.

Of course, not everyone holds that view. In the past year as I travelled from Taber to High Level, from Ottawa to Vancouver, I met and talked with a great number of non-nurses. (If you admit to being a nurse, you have a

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guaranteed topic of conversation. Everyone knows a nurse. 'My sister', 'my mother', 'my aunt', 'brother' or 'cousin' - somewhere in everyone's family is a nurse).

If I were reporting my travels as a sort of survey, I'd say that the overwhelming majority of average members of the public appreciate nurses and believe that we have a justifiable fight on our hands. But there are some interesting tales.

On the plane returning from the picket lines in British Columbia I sat beside a businessman who clearly identified the nursing problem as one of economics. "...It's because they aren't nuns anymore, ...they expect too much now and health care just can't pay it. It costs too much already".

"The problems in nursing were not created overnight and, despite the prayers of the politicians, they will not go away overnight."

Yes, I agreed, women having alternatives to motherhood or cloisters had impacted upon the availability of resources. And, yes, financial responsibilities for women had certainly inflated concerns for adequate financial compensation.

I didn't ask (because I didn't want to know), but I believe the man would have supported conscription for all young women leaving high school. "Uncle Don needs you to travel Alberta".

Just last week I had a long talk with another gentleman who hoped to be successful in his bid for a seat on his local hospital board.

'What are the issues?' and 'What are the solutions?' is standard fare for this type of discussion. "I don't like unions", he said. "Oh sure, there was a need for them once between 1890 and 1950 but they aren't needed now". As we continued to discuss the strikes, incentives, contractual issues and government initiatives, he said "...But then for nurses, perhaps it still is the 1890's". What do you think?

The problems in nursing were not created overnight and, despite the prayers of the politicians, they will not go away overnight.

What are the problems? Again many theories exist. Every decade or so there is a formal study which goes to great lengths to involve nurses, I believe in an attempt to pacify us. (If we are allowed to vent, we will calm down).

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Nursing: Sickening situation

(The following article by Valerie Hauch appeared in the Edmonton Sun on November 8, 1989)

Anyone who has spent time in a hospital will know there is such a being as a guardian angel.

She wears pristine white, is ever at one's side, does many good works and even, (especially when seen under the influence of certain medications) seems to emanate a halo of reassuring light when the night is darkest.

She is what little girls once yearned to become: a nurse.

Unfortunately the numbers of these most undervalued angels of medical mercy are shrinking at an alarming rate.

There is a critical shortage of nurses in North America. Richard DeVito, who publishes a nurses' trade magazine and also organizes international job fairs to recruit them, (he was part of the recent Nursing Job Fair here) estimates that one in six nursing positions in Canada is vacant.

Heather Smith, the president of the 12,200-member United Nurses of Alberta, says that on any given day, between 400 to 600 nursing positions aren't filled in Alberta.

Nurses are becoming an endangered species.

And it's an issue that's going to have to be faced head-on by the Alberta Hospitals Association when it sits down at the negotiating table next month to begin contract talks with the UNA. Smith is expected to ask for a large pay increase.

Right now the most a nurse can make is about

\$35,000 annually (\$18.34 an hour), no matter how many years' experience she has. The U.S., however, has started to recognize the added skills from experience. A New York staff hospital nurse, for instance, can earn up to \$75,000 a year.

Why that's even more than what an Alberta MLA makes!

That's not meant to be a snide aside. The 30-per-cent pay raise that MLAs recently voted themselves is going to figure prominently at the AHA-UNA bargaining table.

This is the province which challenged nurses in the courts over their 19-day illegal strike last year (it cost the UNA \$450,000 in fines) and which finally settled with them for a two-year contract with an increase of four per cent each year.

And this is the same government which has drastically curbed hospital funding (health-care facilities now face a collective deficit of \$33 million, not to mention bed closures and other fallout) forcing hospitals, like the Misericordia, to make ludicrous requests to nurses and other employees to donate some of their wages to pay for new hospital programs.

Now, with all this considered, what sort of reasoning will the nurses bring to the bargaining table?

Perhaps they'll take a cue from the government's ever-cautious and well-reasoned Agriculture Minister Ernie Isley, who said that the \$57,505 basic MLA salary is not enough "for the work I see MLAs doing or the pressures they're subjected to". Or they may find inspiration in Attorney General

Ken Rostad's wise words that "it's only fair we make a reasonably good salary for the work we do".

Still other MLAs have argued that it's necessary to have a \$57,505 salary to attract people of quality to run for office. (The latter point only begs the question-like advertisers who say their products are now "new and improved" - what did we have before? Old and crummy? Less quality?)

Mind you, nurses don't do the gruelling work of MLAs, especially those who toil on the back benches, so perhaps the comparison is unfair. Nurses tend to get caught up in daily dealings with life-and-death situations, physical and verbal abuse from patients, comforting the dazed, the dying and those addled by pain, giving that oh-so-crucial support to women in labor and numerous other tortuous tasks that would fell lesser mortals (aside from those remarkable MLAs).

Now it may be heretical to suggest that our good government burghers borrow an idea from the iniquitous East.

But there is one that makes sense. Ontario has just announced a \$15-million program to recruit more nurses in that province and keep them from leaving. Hospitals will get grants to solve scheduling problems (something that bedevils hospitals here, some of which - faced with staff shortages - aren't giving nurses a choice about working overtime).

You could call it a nurse appreciation program.

Kind of like the one we have here for pork barons. But at a fraction of the price.

President Heather Smith's Address to the Annual General Meeting October 17, 1989

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I call it the "major solution quest". They want the answer to be short term and financially painless for politicians and employers. And of course, most importantly, totally unrelated to the collective bargaining process.

For many it is distasteful at best and subversive at worst to believe that some of the smouldering issues in nursing could actually be addressed at a bargaining table.

But the bargaining table is where hospital, health unit and Red Cross nurses are headed. We can provide some immediate solutions - short term and long term. I sincerely hope change will occur at the negotiating table and not on the streets. Time will tell.

Do you remember the events of the last year?

- Free trade became a legislated reality.
- To the polls three times.
- The Code Inquiry.
- The "new A.H.A." direction (initially the new direction was believed to mean forward, they clearly meant "reverse").
- The government announced a four year quick-fix for nurses. The \$30 million dollar "cure all" will not not even provide band-aid relief.
- Then of course the MLA's decided that the value of their work was not sufficiently recognized. They immediately corrected the oversight with a 30% pay hike.
- Today we own a meat processing plant; tomorrow we may be in the dairy business.

This has also been a year of change within U.N.A. with changes in executive and staff.

One year ago you were introduced to a new Executive Director. Today I introduced David Harrigan as the Director of Labour Relations. We have Labour Relations Officers (L.R.O.'s) instead of E.R.O.'s.

Both of the U.N.A. offices have new receptionists. Melony Pryor replaced Louise Dupuis in the Edmonton office and Sharon Harding replaced Kate Locking in the Calgary office. In May Employment Relations Officer Nao Fernando undertook new challenges in B.C. and Rick Lampshire joined U.N.A. in August.

My team has changed considerably.

In April, Sandie Rentz was chosen by the Executive Board to replace David Harrigan as Vice-President.

South Central District selected Angela Bunting to replace Dale Fior who assumed a temporary staff position. Ingrid Ponto replaced Nora Spencer as Central District Representative, when Nora replaced an absent E.R.O.

Gerry Cook and Irene Gouin decided to limit

their activities. As Irene Gouin and Gerry Cook departed, Gina Kelland and Judy Hove joined the Executive Board. Irene decided that a two-site, 1200 staff nurse, Local didn't leave a lot of time for Executive Board work. Gerry Cook left nursing

"... I believe it would be a far greater injustice to do nothing simply because we are immobilized by our own fear or concern for self-preservation"



and now sells real-estate. She beams when she talks about her job satisfaction and control over her hours of work.

What lies ahead for U.N.A. members?

- \$400,000 to be returned to its rightful owners.
- a sincere, real collective agreement.
- a fight.

How do we proceed from within? With the support of others.

Public recognition and support must be wielded in a responsible manner.

Our challenge is to remove the malaise in the system by insisting on responsible policy direction and by motivating political action.

In the past our efforts to improve working conditions, and ultimately health care, have not been desired or appreciated.

Our last initiative resulted in a 19-day strike and the loss of \$400,000 in fines.

As we saw in Quebec, governments do not always welcome attempts to correct inequities.

We must expect that renewed efforts by U.N.A. to dramatically alter and rebuild health care will be threatening to employers and governments, and indeed potentially perilous to our selves, but I believe it would be a far greater injustice to do

nothing simply because we are immobilized by our own fear or concern for self-preservation. We will not be working alone.

We all stew in the same health care pot. Now that we have public trust we can't abdicate the responsibility to act.

What does the union need to do?

1. Strengthen from within.
 - build from our source - the membership.
 - provide education
 - improve teaching aides and materials
 - simplify communications (be inventive)
 - expand union publications which target issues
 - market our resources.
 - "P.R.C. - How to enhance patient care".
 - "Pensions - Financial security for YOUR future".
 - "Benefits/Disability Protection - Protecting YOU now".
 - "Supportive Employee Assistance".
 - "Grievance Procedure - or "effective dispute resolution in the work site".
 - police the Collective Agreement - protecting what has been achieved. USE IT OR LOSE IT.
 - update fanouts - tedious but essential.
 - ensure membership lists are current and accurate.
2. Expand the mandate of United Nurses of Alberta.

Increase our numbers and further bolster the voice for compassionate, comprehensive and accessible health care throughout Canada.
3. To strive for improved working conditions and compensation while fighting forces of erosion.
4. Our number one priority is to SURVIVE whatever the challenges and jeopardies that lie ahead.

We will complete our preparations. We will seek to protect and ensure the continuation of our organization. Nurses in Alberta will remain united and live on to complete the war.

Who will do all of this?

The United Nurses of Alberta is a sum of its parts. No ability is too small. From our members to our ward reps, up to the Executive Board and staff, we all have a vital contribution to make.

We have a massive challenge before us. One which will not end March 31st, 1990. Our challenge is in the decades ahead, although we experience one or two years at a time. We have the ability, but we must be even more ingenious than in the past. ♡

Director of Labour Relations David Harrigan's Speech to the 1989 Annual General Meeting



First of all let me say that I am honoured to be here addressing you.

Whether or not you are aware of it, the fact is that you people are looked on as the leaders, the big players, in the labour movement in this province - even in this country. It's particularly invigorating for me to be here at a meeting like this where delegates from around the province meet to review what we've done over the last year and to look at the challenges that face us in the future.

As Director of Labour Relations, my role is to ensure the efficient delivery of labour relations and educational services to the members. Obviously, a large part of that role involves negotiations.

One of the main purposes of the United Nurses of Alberta is to negotiate superior collective agreements to those that are currently in place.

Since the last Annual General Meeting, we have been able to do that at the three (3) Central Park Lodge locals, the two (2) Extencicare locals and at the Victorian Order of Nurses local. We've negotiated a first collective agreement for our new local in Taber, and we're making progress in talks at our newest health unit local in High Level.

But our biggest challenges lie ahead of us. As we all know, in March the collective agreements expire at our Red Cross local, our health unit locals and all of our hospital locals. I think it's safe to say we're in for an interesting spring.

In many ways we've never been in a better position. There's a nursing shortage out there. They're having trouble finding nurses who want to come in to work. Nurses are not happy these days and the employers know it. They know it because of U.N.A.'s actions over the past years and because of the actions of our sister unions in British Columbia, Saskatchewan and Quebec.

A few months ago there was a study of nurses in the U.S. It was entitled "I love my work. I hate my job." I don't think this is too far from what most nurses are feeling these days. The government knows it and our employers know it. That's why they're offering incentives. That's why we are seeing focus groups, job enhancement committees, relocation expenses and finder's fees. That's why you are working short-staffed. That is why you're working so much overtime and can't get the vacation or stats that you request—they're having trouble attracting people to the jobs.

Now, you would think that in a situation like that we'd have an easy task in front of us.

But we live in a funny province. We're governed by a free enterprise party which thinks they can repeal the laws of supply and demand. They believe it is easier to legislate and punish rather than to make any meaningful changes. We have employers who are concerned about patient care,

but when we bring them concerns about patient care on our professional responsibility forms, they call it the "antithesis of professionalism". We have to convince the government and the employers that they are wrong.

That is the challenge we face and it is a big challenge. Let's face it, we have some pretty big hammers aimed at our heads. They have the money, they have the laws. And they think that that means they have the power.

But we are not unempowered. We've always shown that. But in order to face the challenge ahead of us, we have to ensure that we stick together. Work as a team, and do what we've always done - make calm, rational decisions while being surrounded by irrationality. Most importantly, we have to keep the communication lines open. As delegates you have to know where your members stand, and you must be willing to ensure the leadership and the negotiating committees know where the members stand. Communication must be a two way street, communication must be constant. Those processes, which will empower us, are already in place and will continue over the next three days. That's what makes this meeting invigorating.

Now, obviously there is more to U.N.A. than negotiating collective agreements. If we are not prepared to police those agreements, they become worthless pieces of paper. However, that's never been a problem for us. In 1988, we filed over 600 grievances. Thus far in 1989 we have filed over 400 grievances. Now grievances are often a time-consuming and costly process. It's often easy for grievors and local executives to become frustrated. If a grievance does proceed to arbitration it can take at least 9 months or a year for the arbitration to take place. I don't think that that is acceptable. We're looking at ways to try to shorten that timespan. The good news is that approximately 80% of the grievances that we file are settled prior to arbitration and over 84% of those settled are resolved to the grievor's satisfaction. For those that proceed to arbitration, we are successful in 45-60% of the cases. Those figures have remained fairly constant over the past few years. A lot of the credit for that goes to our labour relations staff. Our Labour Relations Officers and Education/Publications Officer are committed to assisting you in your struggle. They are available to provide you with all the support and assistance that you need.

I've recently made some changes that I hope will improve the servicing the locals receive from the staff. I've reassigned the labour relations staff so that each is assigned a district or a region. I believe that every local who wishes assistance from the staff has that right to that help and I urge you to

take advantage of the new system.

Along with the Education Publication Officer and the Education Committee, we're looking at ways of improving our education program. We've added a new course for the fall on Political Action. I think the time is right for some political action in this province. We certainly haven't seen a lot coming from Mr. Getty and friends.


But of course, most of the credit for U.N.A.'s successes goes to you people - the members of U.N.A. for the courage and honesty you've always shown and continue to show.

At this time I'd like to thank the Executive Officers and Executive Board for the confidence and support they have shown me, the staff—labour relations and administrative (especially the Director of Office Operations) - for their knowledge and their willingness to share that knowledge with me.

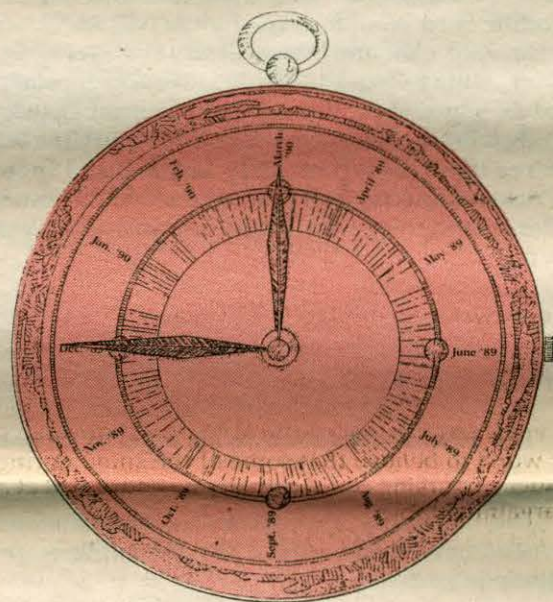
Finally, I'd like to leave you with one thought.

Despite the danger from incredibly regressive labour laws, despite the problems in the work place, the biggest danger that any union faces is that it could lose touch with the membership. That is why maintenance of communication is so important.

Because of the people here today, I'm confident the members of the United Nurses of Alberta can face all of the challenges ahead of us.

Thank you. 

Negotiations '90



Hospitals

Well. It's that time again. On December 12, the UNA hospital negotiating committee meets with the Alberta Hospital Association and the Royal Alexandra Hospital to exchange proposals for the upcoming collective agreement.

Our proposals by now are well known and well supported by you, the membership. At the October 25 vote, the ongoing package was overwhelmingly ratified. At this time it is not known what our employers will be proposing, but fan-outs to the members will take place immediately following the exchange. Bargaining is scheduled for December, January and February. Watch for special bulletins on bargaining.

Health Units

December 6, 1989	Ratification of Proposals
December 13, 1989	Health Unit Negotiating Committee meets with other unions and with Hospital Negotiating Committee
January 2, 1990	Notices to Bargain and Authorizations to Bargain sent to Health Unit Locals
January 15, 1990	Locals to serve Employer with Notices to Bargain. Locals to send Authorizations to Bargain to UNA Provincial Office
January 29, 1990	Tentative date for exchange of proposals

Liz Markovich from Local 114 (North Eastern) replaces Sharon Herman as a member of the negotiating committee.

1989 Annual General Meeting

by Melanie Garces EPO

The 1989 Annual General Meeting of the United Nurses of Alberta was held October 17, 18 and 19 at the Convention Centre in Calgary. On the first day 312 voting delegates and 89 observers were registered.

The 1990 Budget was proposed unanimously.

1989 Elections

Incumbent Sandie Rentz, was elected as Vice-President of U.N.A. for a two-year term. Sandie, who replaced Dave Harrigan as Vice-President in the spring of 1989, has nursed for 21 years in a variety of clinical settings. She has held a number of positions in U.N.A. including Central District Representative on the Board and the Negotiating Committee, Local Vice-President and President. Sandie described herself as a facilitator and told the delegates that she will promote education, communications and negotiations during her term.

Hazel Paish was acclaimed as a North District Representative to the Board and Sharon Huff was elected as a South District Representative. The total number of South Central District Representatives increased to six this year as a result of expanding membership. All S.C.D. nominees were acclaimed into their positions as Representatives and an election was held to determine the length of terms that Pam Liegerot, Dale Fior, Edna Koloff and Judith Ford would serve. Judith will serve one year. Pam, Dale and Edna will serve two years. Bev Dick, Gina Kelland and Judy Hove were acclaimed as Representatives in North Central District. Judy will serve a one-year term; Bev and Gina will serve two-year terms. Andy LeBlanc and Ingrid Ponto returned to their positions as Central District Representatives with Ingrid serving a one-year term.

Constitutional Amendments

The 1990 Constitution, with a list of amendments from the A.G.M., is included in this Newsbulletin.

The delegates also passed a constitutional amendment which added the following to the discipline article:

- 5.13 (new) That the Disciplinary Board remain as the following until the conclusion of the Hearing, and at that time this Article 5.13 will be deleted from the Constitution.

H. Smith	A. LeBlanc
H. Paish	I. Ponto
I. Burgess	A. Bunting
J. Hove	D. Meehan
G. Kelland	W. Whyte
V. Holowach	D. Poynter

Since this is an article with limited duration it has not been included in the printed 1990 Constitution.

The U.N.A. Executive Board Consists of the Following

POSITION	NAME	2 YEAR TERM COMMENCING	1 YEAR TERM COMMENCING
President	Heather Smith	October, 1988	
Vice-President	Sandie Rentz	October, 1989	
Secretary/Treasurer	Heather Molloy	October, 1988	
N.D. Reps	Hazel Paish	October, 1989	
	Susan Buck	October, 1988	
N.C.D. Reps.	Isabelle Burgess	October, 1988	
	Val Holowach	October, 1988	
	Carmelita Soliman	October, 1988	
	Bev Dick	October, 1989	
	Gina Kelland	October, 1989	
	Judy Hove		October, 1989
C.D. Reps.	Andy LeBlanc	October, 1989	
	Ingrid Ponto		October, 1989
S.C.D. Reps.	Kathleen James	October, 1988	
	Donnie Meehan	October, 1988	
	Dale Fior	October, 1989	
	Pam Liegerot	October, 1989	
	Edna Koloff	October, 1989	
	Judith Ford		October, 1989
S.D. Reps.	Diane Poynter	October, 1988	
	Sharon Huff	October, 1989	

Policy Resolutions

- 1. National Federation of Nurses' Unions**
That U.N.A. affiliate with the N.F.N.U.
- 2. Special Meeting**
That U.N.A. have a special meeting to consider if a provincial levy is required in the event that the membership ratify joining with N.F.N.U. That this Special Meeting be held in conjunction with the Hospital Reporting Meeting.
- 3. Canadian Labour Congress**
That U.N.A. investigate the desirability of affiliation with the C.L.C. during 1989/90. Further that this investigation include U.N.A. funding three members to attend the C.L.C. biennium to be held May 1990 in Montreal. A report shall be provided to the delegates attending the 1990 U.N.A. Annual Meeting, and thereafter a decision shall be made to recommend or not recommend that a Ratification Vote for affiliation be held.
- 4. Voluntary Arbitration**
A decision to request to enter into voluntary arbitration shall be made at a delegate meeting by the delegates at the meeting. All information pertaining to this request shall be presented to the Executive Board by the Negotiating Committee of the minority bargaining group. The request shall then be subject to General Policy 4. This policy is only applicable to the following groups:

Victorian Order of Nurses
Central Park Lodges
Red Cross
Extendicare
Health Units
Youville Local #154
- 5. Environment**
That U.N.A. opposes the use of products that are harmful to the environment and support the use of environmentally safe products.
- 6. Privatization**
U.N.A. condemns privatization of the Health Care industry as a profit making enterprise. This would have a negative repercussion on patient care and nursing.
- 7. E.A.P.**
That an E.A.P. Sub-Committee be restructured at the November 1989 Executive Board Meeting.
- 8. Health and Safety Form**
That the Board produce a Health & Safety Complaint Form similar to the Grievance Form within the next year for use by the Locals.

U.N.A. Direction

A motion was passed for U.N.A. to participate in the Proposed Provincial Survey by the Alberta Department of Health.

Social Times

Delegates enjoyed a variety of events arranged by South Central District. A wine and cheese reception sponsored by Provincial Office was held on Monday night. "Actors" in the guise of some prominent MLA's also attended to discuss the government's activities with the members.

A "Rock 'n' Roll Night" was held on Wednesday night. Prizes were awarded for best costumes, jive, twist, hula hoop and limbo contests. An enjoyable time was had by all!

Guests

Seven guests attended the U.N.A. Annual Meeting. Representing other nurses' unions were Kathleen Connors from N.F.N.U., Vera Chernecki from M.O.N.A., Pat Bethune and Lesley Bell from O.N.A., Maria Ward from P.E.I.N.U. and Barbara LeBlanc from S.N.A.

Dr. Michael Rachlis, co-author of *Second Opinion: What's Wrong with Canada's Health Care System and How to Fix It* and a health care policy consultant, was the guest speaker. He spoke about the present health care resource allocation system saying that it placed health care consumers at a great disadvantage.

Dr. Rachlis proposed a decentralized system of health care. His suggestions included the formation of regional health and social services boards (like school boards) with the province establishing minimum standards and guidelines. He urged a system which is community and not institutionally based. A move to community-based health care should involve no net loss of jobs, no loss of union affiliation and no decrease in wages and benefits for health care workers. The costs of this move are higher than remaining institutionally based in the short term as parallel services would have to be provided.

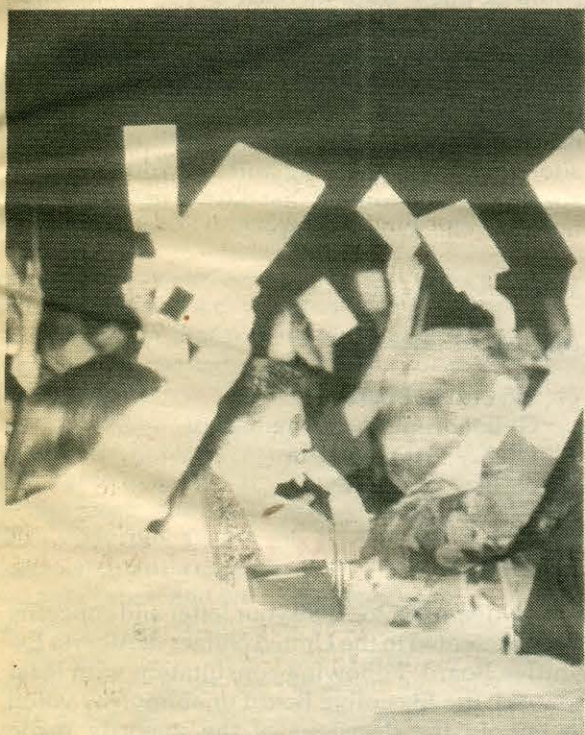
He stated that we require a system where the patients would be given good information about their situation with comprehensive treatment options. Dr. Rachlis felt that a major problem with the *Premier's Commission on Health Care in Alberta* lay with its philosophy. He stressed that we are not like consumers at a shopping market where we make decisions based on complete information about a particular product - demands of patients can only drive a system if the choices are informed.



Kathleen Connors, National Federation of Nurses' Unions president, urged UNA members to consider joining the national organization.



Dr. Michael Rachlis, health care policy consultant and author of *"Second Opinion"*, was the guest speaker at the 1989 AGM.



Delegates at the A.G.M. voted in favour of affiliation with the National Federation of Nurses' Unions. According to U.N.A. General Policy #2 this decision must now be placed before the entire U.N.A. membership for Ratification Vote (dates and details of which have yet to be determined). This article produced by the N.F.N.U., is printed at this time to give U.N.A. members some basic information regarding the N.F.N.U.

Why should unionized nurses want to belong to the NFNU?

Some of the most important reasons for joining the NFNU include a wide range of membership services, as well as easy access to a comprehensive information bank on issues such as wages, professional responsibility, and the Canadian health care system. Another important function of the NFNU is to provide a strong national voice for unionized nurses opposing regressive federal initiatives. Since most health care is jointly funded by provincial and federal governments, nurses' salary levels are directly linked to adequate federal funding. Federal funding cuts adversely affect wage settlements and facilities and programs in which nurses work. The NFNU also represents its membership on pro-active issues, such as enhancement of the role of nurses involved in the hands on delivery of health care, and the establishment of a national child care system. Governments, their ministers and employers, meet and work our strategies at a national level; it is important for nurses to do so too.

What are some of the accomplishments of the NFNU?

As the national voice for nurses, the NFNU has spoken out and made major gains on many issues of vital importance to unionized nurses. Our activities and accomplishments have encompassed the following types of issues and actions:

- The right to free collective bargaining,
- Privatization and its impact on health care,
- Funding cuts in federal transfer payments,
- Occupational health and safety issues,
- The Canada Health Act and preservation/reform of the Canadian Medicare system,
- Free Trade and Meech Lake,
- Proposals relating to a universal national child care system,
- Liability and compensation issues,
- The Goods and Services Sales Tax,
- Changes to the Unemployment Insurance System,
- Various briefs to federal standing and legislative committees on issues relating to health social affairs and finance,
- The Grange Commission and the protection of civil liberties,
- Correspondence with individual politicians on issues relating to health and unionized nurses,
- The importance of universal social programs,
- Changes to Canada's Drug Patent Act and implications for health care costs.

Does the NFNU meet with other organizations and unions around issues of joint concern?

The NFNU maintains close links with a large network of organizations so that we can provide the most up-to-date information to support membership activities. Examples of these liaison services include:

- meetings and information sharing with other unions such as CUPE, NUPGE, and the Canadian Teachers Federation,
- Meetings and membership in national coalitions including: The Pro-Canada Network, The Canadian Health Coalition, and the Canadian Daycare Advocacy Association.

What are some services the NFNU has performed, and plans to offer in the future?

We sponsor annual educational workshops. Workshop topics have included bringing about change in the workplace and assertiveness. Other

types of educational sessions have encompassed effective lobbying, public relations, computers in nursing, and occupational health and safety. NFNU videos cover a wide range of our activities and include a union guide on parliamentary procedure.

The NFNU has established itself as a leader in research on the impact of computers on the nursing profession. The research study has enabled us to produce an educational tool for nurse unionists on computerization in the nursing workplace.

We are in the process of expanding and computerizing a data bank containing information on grievances, arbitrations, benefits and details a broad range of items on provincial wage settlements.

We are developing a national bargaining strategy to coordinate our efforts to improve the wages and working conditions of our membership.

What is the history of the NFNU?

The National Federation of Nurses' Unions was founded in Manitoba in 1981. Our first constitution was the culmination of many prior meetings. Nurses were becoming aware that a structured organization was needed on a national level to ensure nurses' unions would speak with one strong voice, share common concerns and interests, and work for an improved health care system. The birth of the NFNU marked the beginning of a new era, improving communication and relationships between nursing unions in Canada.

What is the structure of the NFNU?

The biennium convention is the supreme governing body. Between conventions the NFNU is governed by a nine-member National Executive Board consisting of one national officer for each member union and an elected President, Vice-President and Secretary-Treasurer. Direction for the board is provided through operating policies determined by membership at the biennium conventions. The National Executive Board meets at least three times a year. These meetings not only focus on the day to day operation of the NFNU, but reinforce information sharing between NFNU members. NFNU staff includes the President, Executive Director and Administrative Secretary to handle daily operations.

Our affiliates are completely autonomous, and we are not involved in collective bargaining or grievance handling. We will continue to be a national voice and represent our members in liaison and lobbying activities with various levels of government, coalitions, non-governmental organizations and unions.

What is the cost of joining the NFNU?

The initial charter fee is \$500, membership fees are based on a sliding scale.

Who are the current members of the NFNU?

The NFNU currently represents 26,000 unionized nurses from six provinces. Our Member Organizations are:

- NEWFOUNDLAND & LABRADOR NURSES' UNION (NLNU)
- PRINCE EDWARD ISLAND NURSES' UNION (PEINU)
- NEW BRUNSWICK NURSES' UNION (NBNU)
- MANITOBA ORGANIZATION OF NURSES' ASSOCIATIONS (MONA)
- SASKATCHEWAN UNION OF NURSES (SUN)
- STAFF NURSES' ASSOCIATION OF ALBERTA (SNAA)

Letters to the Editor



August 31, 1989

Letter to the Editor,

I have been a staff nurse at the Foothills Provincial General Hospital in Calgary for fourteen years. I am writing in regard to your article "Don't Fill Out That Survey" [by Heather Smith], published in the summer of 1989 UNA Newsletter.

In April 1989, I was appointed, by my DON, to a Foothills Hospital Nursing Recruitment and Retention Task Force. The Task Force is comprised of staff nurses from seven different portfolios, as well as one head nurse, one director of nursing, two representatives from Human Resources and an individual from Public Affairs. You have told UNA members to "be aware of groups" like ours. This sounds as if we have sinister motives, but in fact our purpose is to: 1) identify recruitment and retention issues and make recommendations to the Vice-President of Nursing and Patient Services and the Director of Human Resources that are designed to deal effectively with those issues; 2) assist in the development and implementation of projects and initiatives designed to demonstrate to nurses the hospital's commitment to addressing their needs and recognizing their efforts.

Finally after fourteen years, I feel that the Foothills Hospital nurses have a sounding board for their working life concerns. Over the past two months, our Task Force has been working countless hours on formulating a confidential questionnaire to be distributed to our staff nurses this week. We want to be sure that we are prioritizing the concerns of our staff nurses.

I found your article most distressing because our Task Force has nothing but positive motives. I don't feel that we need consultation with or approval from the union for our activities.

At the beginning of your article you mentioned a Department of Health survey and urged UNA members to "Boycott" it. As our contract negotiations draw closer, I ask why should we agitate the government. I believe a more positive and mature response to the mentioned survey would be to return it unanswered with a statement that we believe the government has had enough time to evaluate our concerns.

I can only hope that the Foothills Hospital staff nurses will not heed your warning but instead will answer our questionnaire so that we can continue to be their advocates with our administration. I challenge you to publish this letter if you are not afraid of the truth.

Maureen E. Cameron RNB

Dear Editor:

Re: Clinical Ladders

I was disappointed to read UNA's position on clinical ladders, as expressed in the summer Newsbulletin. There seemed to be some confusing and perhaps contradictory statements in the "Disadvantage" column.

Evaluations are at present done by nursing unit supervisors or head nurses in most hospitals in Alberta. The clinical nurse specialist role is only now being fine tuned, and evaluations are not generally included in their job descriptions. So there is no change from the present system, to one where clinical laddering is in place.

I'm confused whether UNA sees the extra time required for the Nursing Unit Supervisor to perform evaluations as being negative because it would then keep her away from the unit, or if it is felt that the NUS would make herself unavailable to staff, so that no clinical evaluations could be done, and therefore saving money. Besides sounding very paranoid, this issue is probably at the basis of the whole argument against clinical laddering. And that issue is control.

It seems to me that UNA's real objection to Clinical Laddering is that the union would no longer be able to dictate that "a nurse is a nurse is a nurse - solidarity to all"; seniority would no

longer be the only rule to judge a nurses' competence, and this opens new grounds for complaints and grievances. Seniority is an important fixture in union/management dealings, but ask any staff nurse if seniority should be the only measure to judge competency and in all fairness she will say it is one factor, but only one. I admit, that viewpoints would have to change when considering Clinical Laddering, but we are at the crossroads now, as expressed by the political cartoon on the back page of the summer Newsbulletin, and viewpoints must change. If creative and innovative ideas are not sought, then there may indeed be an empty uniform representing the nurses of the 90s.

Somewhere along the line, there should be respect for the nurses who do more, who push themselves to deliver excellent care even in these difficult times. If Clinical Laddering is controlled by exam, and rewarded financially, with all areas of expertise evaluated, then you have retained not only the nurse, but her self satisfaction and respect by recognizing that expertise. You state that critical care areas may be the only areas to benefit, but there are measureable skills in all areas that can be fairly evaluated. Perhaps, in the end, the critical care nurse does stand above, or has more rungs in her ladder, but isn't this in recognition of the different job that she does?

I don't believe that nurses are doing any less of a job without clinical laddering, but I do believe that retention and satisfaction would be higher if clinical laddering were possible. Retention of nurses cuts down on the nursing shortage, which cuts down on overtime requirements, short staffing and unsafe staffing situations, thereby answering both nursing's and administration's needs. I cannot say that clinical laddering in itself can save the system, but it is one creative and challenging way for nursing to face the future.

As a member of UNA, who walked the picket during the last strike, and who works in an area that is plagued with vacancies, I ask you to be open-minded about clinical laddering in the next round of contract negotiations, as well as vacations, benefits and child care.

At times I felt that UNA has not heard or understood some of the concerns of its members, I hope that by writing I have been both heard and understood.

Toni MacDonald RN

[U.N.A. does not currently have a position on clinical laddering. The article appeared in the Newsbulletin simply to ensure that while administrators and nurses are looking at the clinical ladder system with great optimism, that we also look at its potential disadvantages (for example, constant evaluations removing the NUS from the unit).

In fact, as was pointed out in the article, a form of clinical laddering is already an option for employers. The employers are welcome to negotiate new classifications with corresponding wages during the course of any collective agreement.

Seniority is *not* the only factor in assessing the suitability of a nurse for a position. Article 14.04 of the U.N.A./A.H.A. collective agreement clearly states that it is only once skill, knowledge, efficiency, experience and other relevant attributes are considered to be relatively equal that seniority is even taken into account. -Ed]

October 24, 1989

Dear President Smith:

I find it astounding that the Executive Officers, at the Annual Meeting, would not only allow, but initiate Constitutional amendments without previous notice to the members, as required in Article 15.07 "... at least 30 days prior to the Annual General Meeting."

The Constitution, by its very nature, includes all the rules the members consider so important they

- (a) cannot be changed without previous notice to the membership and a two-thirds vote
- (b) cannot be suspended (Roberts Rules p.10-12)

Allowing Constitutional amendments to come from the floor, not only violates Article 15, but Article 16.02, which requires that the Rules of Procedure and Order of Business be governed by Roberts Rules of Order.

Roberts Rules clearly states that members at a

meeting have no right to waive the rules of the Constitution.

"Rules that cannot be suspended"

Rules contained in the bylaws cannot be suspended - no matter how large the vote in favor of doing so or how inconvenient the rule in question may be . . . Rules protecting absentees or a basic right of the individual member cannot be suspended, even by general consent or unanimous vote. For example, the rules requiring previous notice of a proposed amendment to the bylaws protects the absentees, and its suspension would violate their rights . . ."
(Roberts Rules, p.224-225)

I understand there was some discussion and agreement that Article 15.04 (a) which allows late resolutions, without previous notice, could also be applied to Constitutional amendments. However, it is very clear by the use of the separate terms of "Constitutional Amendments" and "Resolutions" throughout Article 15, that the word "resolution" only refers to policy resolution, e.g. 15.01 amendments to the Constitution require a two-thirds vote; 15.02 "resolutions" require a simple majority.

Only Article 15.05 (a) (v) allows late Constitutional amendments, and then only by the committee "... up to 45 days before the Annual General Meeting". However, there is no provision for late Constitutional amendments to come from the floor, without previous notice to the membership, as is provided for resolutions in 15.04 (a).

Roberts Rules p.91 is very clear that a motion is out of order when it conflicts with the Constitution and "if such a motion is adopted, even by unanimous vote, it is null and void".

Since the Constitution and Roberts Rules are so clear in this matter, any UNA member would have no difficulty having such Constitutional amendments declared null and void by the courts. It would be unfortunate if such a step must be taken, but members' rights, as enshrined in the Constitution, are too important to give up. This time it was an amendment about discipline; the next time it could be about dues increase or the strike fund.

Therefore, I urge the Board to consult with legal counsel and the Parliamentarian and resolve this matter internally. I would suggest that the Executive Board meet as soon as possible, and through its authority to interpret the Constitution (5.01), adopt a motion declaring null and void any Constitutional amendment that did not have previous notice to the membership.

Yours in Solidarity,

Margaret Ethier

cc: Executive Board
C. Boodram, Parliamentarian
U.N.A. Newsbulletin

(Response to M. Ethier letter)

On November 20, 1989 your letter and concerns were presented to the United Nurses of Alberta Executive Board. Following consultation with legal counsel, the Executive Board unanimously voted to uphold the decisions of the majority made through the democratic process.

The Executive Board is confident that advance notice of potential revisions to the U.N.A. Constitution was in fact provided.

Advance notice is evidenced by the timely submissions by the Executive Board and U.N.A. Local #115.

Thank you for addressing your concerns to the Executive Board.

Yours in Solidarity

Heather Smith



UNA held a workshop for union nominees on Arbitration Boards at the end of September. Angela Bunting and Karen Craik argue their points before the 'chairperson', lawyer Sheila Greckol.

Vice-President's Report

by Sandie Rentz
(Report August Board Meeting)


The August Board Meeting was held in the Provincial Office from August 21 to August 25, 1989. Judy Hove and Gina Kelland were the newly appointed North Central District Representatives to the Board. Dorothy Barclay and Diane Miedema sat as replacements for two Board members at this Board Meeting. Ten rank and file members attended as observers to the Board. The following items highlight the events of the Board.

1. The title of "Employment Relations Officer" was officially changed to "Labour Relations Officer". This title more closely reflects their duties.
2. The Legislative Committee proposed changes to U.N.A.'s position on organizing new locals. Contact your L.R.O. or District Representative if you have any questions about our new policy.
3. The Legislative Committee did an extensive review of U.N.A.'s policies and Constitution and brought forth wording changes to reflect our current organizational structure. All references to the "Executive Director" were deleted and replaced with the appropriate reference. Where the policy was an Annual Meeting policy, it was referred to the October Annual General Meeting.
4. The Executive Board adopted a position of giving Districts autonomy to determine the length of term for their District Representatives, within the framework of the Constitution. This would apply to any position which became vacant in mid-term.
5. Future reports and recommendations presented to delegate meetings will contain the current wording (if any), the proposed amendments and the proposed wording. This will hopefully facilitate debate and decision-making for the members.
6. The General Policy on Employee Assistance Programs was changed to clarify that any E.A.P. adopted by U.N.A. must be a joint U.N.A./Management Program.
7. The Board approved an honorarium for the positions of Vice President and Secretary-Treasurer contingent on adoption of the proposed 1990 budget at the Annual General Meeting.
8. The policy on membership reinstatement was revised. Please contact your District Representative for full details.
9. The Calgary office telephone will be equipped with a "call forward" function. Calls between 12 and 1 p.m. will be forwarded to the Edmonton office. This will give lunch time callers better service.
10. The 1990 District Budgets were approved pending approval of the 1990 provincial budget at the Annual General Meeting.
11. Policies and procedures for the collection of dues was developed by the Finance Committee. These would be implemented in the event of a dues cessation. The *Strike Manual* will be updated by the Negotiating Committee. A *Media Manual* will be developed by the D.L.R.



Hera Flora Pena, national coordinator for 'Salvadorean Women', recently spoke with V-P Sandie Rentz and Sec-Treas Heather Molloy about the treatment of nurses and women in El Salvador.

12. Locals and Districts are requested to update all phone fan-outs and forward them to their District Chairperson. Districts are also asked to provide the names of members willing to assist with telephone duty in the Calgary or Edmonton office, in the event of a strike.
13. The Labour Canada Education Grant was received and the funds were distributed amongst the Districts.
14. An E.A.P. resource directory will be developed for the Calgary and Edmonton offices and will be updated every six months.
15. Look for upcoming articles regarding the Workers' Health Care Centre and their services in future issues of the Newsbulletin.
16. The Political Action Committee will be lobbying to effect a review of the MLA Pension Plan. U.N.A. feels that the MLA's are eligible for a much higher benefit than their contributions would indicate.
17. The Occupational Health & Safety Committee was approved as a standing committee of the Executive Board for 1990.

The August Board Meeting had a very long and heavy agenda which dealt with business in preparation for the Annual General Meeting. Thank-you to all of the committee members for their hard work. Thank-you to the observers for their attendance and participation. Any member who wishes to attend a Board Meeting as an observer should contact her local executive or District Representative. 

Dollars and Sense For The Future: Through the Ottawa Looking-Glass

by Leslie W.C.S. Barnes

"When I use a word," Humpty Dumpty said in rather a scornful tone, "it means just what I choose it to mean - neither more nor less".
"The question is," said Alice, "whether you can make words mean different things".

Through the Looking-glass

Thousands of unemployed Canadians could give a quite unequivocal reply to Alice's famous question. We might, for example, ask a former member of the Canadian Armed Forces who reached compulsory retirement age just before Christmas 1985. We could also ask his neighbour, a clerk in the federal public service, who was laid off as the result of a departmental "downsizing" in January 1986. Both men were entitled to small pensions but were not in any normal sense of the word retired and had to look for new employment. The difference between the two was that while the ex-soldier received Unemployment Insurance, the former clerk did not. The explanation was that, to quote Employment and Immigration Canada, "effective January 5, 1986, retirement pensions from employment will be considered earnings for Unemployment Insurance (UI) purposes". In other words, overnight, words acquired a different meaning. One day pension income was "savings", the next day it was earnings".

Which is the correct meaning?

Consider this. Both of our imaginary Canadians had been compelled, as a term and condition of their employment, to contribute to their respective super-annuation plans. The government, as their employer, made matching contributions to the pension plans. These latter contributions were part of the employees' total compensation packages as much as were, for example, their pay cheques and their annual leave allowances: more of one component means less of another if the total value of the package is to be maintained. If the employer, therefore, had given the clerk seven and a half per cent more pay instead of putting the same amount into his pension fund account, he would have been able to roll it into a personal Registered Retirement Savings Plan (RRSP), save it to buy an annuity, or

Safeway hires workers to picket its own stores

ILCA Reporter/CALM

SAFEWAY HAS a labour problem - it can't get union workers to picket its stores in Seattle, Washington.

So it went out and hired its own picketers. Workers are being paid to carry signs saying that Safeway employees have been locked out due to a labour dispute.

There's a reason to the madness. The United Food and Commercial Workers struck several Seattle-area grocery chains last spring, but it chose not to picket Safeway. They wanted to give customers somewhere to shop without crossing a picket line, and they thought the extra business would put pressure on Safeway's temporary, non-union employees.

But Safeway didn't like the favouritism. It rented its own picket line because, "the union was being deceptive with the public," said a company spokesperson.

Union rep Sandi Hubler says Safeway's customers are confused. "They think Safeway has flipped their cookie by hiring pickets."



simply increase his mortgage repayments. These clearly are all different ways of saving for retirement and if the clerk had been able to use his seven and a half per cent in any of these ways he would have been able to draw UI benefits when he was laid off. However, according to the federal politicians, savings are not savings when they are put it into an employment pension fund!

Overnight, words acquired a different meaning. One day pension income was "savings", the next day it was "earnings".

This is not quite the end of our journey through the federal looking-glass. Let us assume that our unfortunate clerk is eventually able to find new employment and thinks he will roll over his little pension into an RRSP to provide some extra income when he does eventually retire. The Department of Finance permits him to do this in 1989 but it will not allow him to do it next year. "Why is this?" he asks. The answer is that from 1990 onward only earned income can be put into an RRSP. "But aren't pensions earned income according to the federal politicians?" They are, he is told, as far as UI is concerned, but the politicians have decreed that as of next year they will no longer be considered earned income for this other purpose!

Can you make words mean different things? Had Lewis Carroll lived in Ottawa today, rather than in Oxford a century ago, Alice might never have asked such an obvious question.

reprinted from *The Worklife Report*

Mr. Barnes is the First National Vice-President of the Federal Superannuates National Association

N.B. As of January 1, 1990 the following will no longer be classified as earned income: superannuation and pension benefits, CPP, OAS, retiring allowances, death benefits, or RRSP or deferred profit-sharing. Pensions will no longer be eligible for roll-overs into RRSPs. However one can roll-over lump sum payments from foreign pension plans when the taxpayer was a non-resident. This information is from Revenue Canada.

UNITED NURSES OF ALBERTA



'90

Constitution
& Local
By-Laws
**With Amendments as of
October, 1989**

AMENDMENTS TO THE CONSTITUTION

(As of October, 1989)

THE FOLLOWING ARTICLES HAVE BEEN AMENDED AS OF THE OCTOBER 1989 ANNUAL MEETING:

Article #: 4.09

5.11

5.13 (New)

Bylaw V (1)

Bylaw VIII

Bylaw XI (New)

ARTICLE 1:

Name

- 1.01 This organization shall be known as the United Nurses of Alberta (hereinafter referred to as "U.N.A.").
- 1.02 In the interpretation of this Constitution, the feminine gender used herein shall mean and include the masculine, and the singular shall include the plural and vice versa as applicable.

ARTICLE 2:

Objectives

- 2.01 The advancement of the social, economic and general welfare of nurses and other allied personnel.
- 2.02
 - (a) The regulation of relations between nurses and other allied personnel and between nurses and their employers.
 - (b) The negotiation of written contracts with employees aimed at implementing progressively better conditions of employment.
- 2.03 The promotion of effective communication with employers.
- 2.04 The promotion of the knowledge of nurses and other allied personnel in all things related to their social and economic welfare through education and research.
- 2.05 The promotion of the highest standards of health care.
- 2.06 The promotion of unity within the labour movement, the nursing profession and other allied fields through cooperation with and support of other organizations.

ARTICLE 3:

Membership

- 3.01 All registered or graduate nurses and other allied personnel who are eligible to engage in collective bargaining are eligible for membership in the U.N.A. provided that no allied personnel shall be admitted to membership without the approval of a two-thirds (2/3) vote of the Executive Board subject to endorsement at the next annual meeting.
- 3.02 For greater certainty, without limiting the generality of the foregoing, persons who in the course of their employment permanently exercise managerial functions or who are permanently employed in a confidential capacity in matters relating to labour relations shall be excluded from membership.
- 3.03 Any member who is eligible to be a member of the United Nurses of Alberta and pays such dues or assessments as may from time to time be required, shall be accepted as a

member in good standing of the United Nurses of Alberta and the Chartered Local of the United Nurses of Alberta. Any member who shall be in arrears in the payment of dues or assessments for a period of six (6) months shall be automatically suspended from membership in the United Nurses of Alberta and the Chartered Local except when on an approved leave of absence, layoff or grieved dismissal. Notwithstanding the foregoing, any person who has resigned her membership in the U.N.A. due to her non-support of a strike or in the face of charges, or who has been expelled from membership shall only be eligible for membership in the U.N.A. or its Chartered Locals upon successful application to the Executive Board for reinstatement pursuant to Article 5.12.

- 3.04 No person shall be refused membership because of nationality, race, colour, origin, sex or sexual preference, age, physical disability or religious or political belief.
- 3.05 Membership in a Local Union, chartered by the U.N.A., shall also constitute membership in the U.N.A.; however, no person shall act as or be deemed to be an agent of the U.N.A. or any chartered or subordinate body of the U.N.A. because of her membership unless specifically authorized in writing signed by an appropriate official to so act.

ARTICLE 4:

Executive Board

- 4.01 The affairs of the U.N.A. shall be managed by an Executive Board which shall be composed of the following:
 - 1) President;
 - 2) Vice-President;
 - 3) Secretary-Treasurer;
 - 4) District Representatives;
- 4.02 The number of District Representatives shall be determined on the basis of one (1) District Representative for the first one thousand (1,000) dues payers or part thereof in the District as of sixty (60) days prior to the Annual General Meeting, and an additional District Representative for every additional one thousand (1,000) dues payers or part thereof in the District as of sixty (60) days prior to the Annual General Meeting. There shall be a minimum of two (2) District Representatives for each District.
- 4.03 All Officers shall be elected at an annual meeting except that a vacancy occurring between annual meetings shall be filled in accordance with 6.05, Appendix "B" or 10.10 (b) as appropriate.
- 4.04 Term of Office shall mean two (2) years or until their successors are elected. The Term of Office shall begin upon adjournment of the Annual General Meeting of U.N.A.
- 4.05 The duties of the Board shall be as follows:
 - a) **PRESIDENT**
The President shall preside at all meetings of the Executive Board and all meetings of the U.N.A. and shall be charged with the responsibility of carrying out the policies of the U.N.A. The President shall be an ex-officio member on all Committees of the Executive Board.
 - b) **VICE-PRESIDENT**
The Vice-President shall preside at all meetings where the President is absent and shall be charged with the particular responsibility of establishing and maintaining the flow of communication between the U.N.A. and its members, and between the U.N.A. and other organizations.
 - c) **SECRETARY-TREASURER**
The Secretary-Treasurer shall cause to be kept such regular books and records

of the U.N.A.'s finances as shall be set up under the instructions of the Executive Board, shall cause to be maintained full records of minutes of all meetings of the Executive Board and of all meetings of the U.N.A. and shall cause to be maintained all records, documents and correspondence of the U.N.A.

d) THE DUTIES OF THE DISTRICT REPRESENTATIVES

The District Representatives shall carry out generally the objectives of the U.N.A. and function as members of the Executive Board. (The terms of reference for District Representatives are as outlined in Appendix "B".)

- 4.06 Only members in good standing of the U.N.A. are eligible for membership on the Executive Board.
- 4.07 In the event that a member of the Executive Board absents herself from two (2) consecutive meetings, i.e. Executive Board, Delegate, Special, Committee, Disciplinary Hearings, the reasons for such absences shall be delivered in writing to the President. If the reasons so delivered are found to be unsatisfactory to the Executive Board by a 2/3 ballot vote, the office of the member shall be declared vacant. Such vacancies shall be filled in accordance with Article 6.05 or Appendix B I, 3 as applicable. Such appointed or elected member shall hold office until the next Annual General Meeting at which time an election shall be held in accordance with Article 10.04.
- 4.08 Any member of the Executive Board may resign her office by giving notice in writing to the President.
- 4.09 Any Executive Board member who ceases to hold office for any reason, shall, within one month turn over to the Executive Board, all documents, assets and property of the U.N.A. in her possession.
- 4.10 The District Representative shall designate an alternate member to attend Executive Board meetings in her absence.

ARTICLE 5:

Powers of the Executive Board

- 5.01
 - a) The Executive Board shall be responsible for constitutional interpretation.
 - b) The Executive Board shall be responsible for and accountable to the membership for the administration of affairs and activities of the U.N.A. when the U.N.A. is not meeting.
- 5.02
 - a) The Executive Board shall be responsible for the formulation and development of the general collective bargaining objectives of the U.N.A. and for the presentation of the said objectives to the membership at meetings for discussion and approval.
 - b) The Executive Board or any person or committee to which the Executive Board delegates such authority, shall be empowered to negotiate and enter into regional, Local, provincial or area-wide Collective Bargaining Agreements on behalf of any Local or Locals without the necessity of the written authorization of such Local or Locals and the Executive Board or its delegate shall coordinate activities towards this end in consultation with the Local Unions involved.
- 5.03 To the extent required for the proper functioning of the U.N.A., the Executive Board, or any person to which the Executive Board delegates such authority, shall employ, retain, direct, and compensate personnel, consultants, legal, accounting, and other professional personnel, and engage and pay for the use of premises and equipment.

5.04 No monies of the U.N.A. shall be expended without the authorization of the Executive Board or such person or persons as the Executive Board or a meeting of the U.N.A. may from time to time authorize for this purpose. The manner in which monies may be withdrawn or cheques issued by the U.N.A. shall be determined from time to time by the Executive Board. All acts bona fide done by any meeting of the Executive Board or by any person acting as a member of the Executive Board, notwithstanding if it be afterwards discovered that there was some defect in the appointment of any such person acting as aforesaid or that they or any of them were disqualified, shall be valid as if every person had been duly appointed and was qualified to be a member of the Executive Board.

5.05 The Executive Board may set up committees of the U.N.A. and may appoint or elect a chairman and members to the committees. The committees shall be subject to any restrictions or regulations imposed upon them by the Executive Board.

5.06 The Executive Board in addition to all other powers vested in it is hereby authorized and empowered subject to the approval and authorization of the U.N.A. as defined in Article 5.07:

- a) to acquire, hold, and dispose of, real and personal property or any part thereof;
- b) to invest monies on behalf of the U.N.A.; and
- c) to borrow money for the purpose of the U.N.A. and to give security for any money so borrowed on any of the real, personal or mixed property of the U.N.A. by way of mortgage, pledge, charge or otherwise.

5.07 Authorization for the exercise of the powers listed in Article 5.06(a) and 5.06(b) shall be by two-thirds (2/3) vote of the Executive Board subject to approval at the next Annual General Meeting. Authorization for the exercise of powers listed in Article 5.06(c) shall be gained by a two-thirds (2/3) vote of the delegates at an Annual or Special meeting prior to exercise of such powers.

5.08 The business of the U.N.A. shall be managed by the Executive Board who shall exercise all such powers of the U.N.A. and do on behalf of the U.N.A. all such acts as may be exercised by the U.N.A. and as are not by law or by this Constitution required to be done by the U.N.A. in an Annual or Special meeting of the U.N.A.

5.09 The Executive Board may in the exercise of its powers do all such things and acts which in the exercise of its sole discretion better further the objectives of the U.N.A.

5.10 Discipline of Members: Any member may be charged by another member of the following offences:

- a) Violating any provision of this Constitution;
- b) Obtaining membership through fraudulent means or misrepresentation;
- c) Instituting, urging or advocating that a member of any of the Locals of this union should institute action in a court of law against the U.N.A. or against the Executive Board or any of its officers or against any of the Local unions or any of its members in respect of any matter concerning the affairs of the U.N.A. or any of its Locals or chartered bodies without first exhausting all remedies through the forms of appeal provided in this Constitution;
- d) Publishing or circulating either verbally or otherwise among the membership false reports or misrepresentations concerning any member of the U.N.A. in respect to any matter connected with the affairs of the U.N.A. or its Locals;
- e) Working in the interest of any organization competing with the U.N.A. in a manner which is detrimental to the U.N.A.;

- f) Fraudulently receiving or misappropriating any property of the U.N.A. or any of its Chartered Locals;
- g) Using without proper authority the name of the U.N.A. or of the Local for soliciting funds or advertising;
- h) Without receiving proper authority to do so, furnishing a complete or partial list of the membership of the U.N.A. or of any Local to any person or persons other than those whose official position entitles them to have such a list;
- i) Wrongfully interfering with any officer or accredited representative of the U.N.A. in the discharge of his or her duties;
- j) Circulating reports designed or calculated to injure or weaken the U.N.A.;
- k) Doing any act contrary to the Constitution or to the Bylaws of any Chartered Local, or failing to do any act required of her by the said Constitution or Bylaws, where such conduct has the effect of injuring the U.N.A., the Executive Board of the U.N.A. or any of its Locals, or impeding the implementation of any policy constitutionally formed by either the U.N.A. or any of its Locals;
- l) During the course of a strike by the U.N.A. or any of its Locals failing to give all necessary support to the said strike.

5.11 1. At the first Executive Board Meeting after the Annual General Meeting, the Executive Officers of the U.N.A. shall strike a three (3) member Investigating Committee from amongst the members of the Executive Board.

2. a. At the first Executive Board Meeting after the Annual General Meeting, the Executive Officers of U.N.A. shall strike a five (5) member Disciplinary Committee from the members of the U.N.A. Executive Board. There shall be appointed one (1) District Representative and one (1) alternate from each district.
- b. If the District representative and the alternate are unable to sit for any reason, the Executive Board shall select a replacement from among its members.
- c. The President or her designate shall be Chair of the Disciplinary Committee.
- d. The accused and complainant shall each choose a member at large to sit as a member of the Disciplinary Committee.

3. Charges against any member must be made in writing by a member and filed with the President of U.N.A.

Charges must be filed with the President within one hundred and twenty (120) days of the date the complainant first became aware of or reasonably should have become aware of the alleged violation of the U.N.A. Constitution.

4. The President shall cause a copy of the charges to be served upon the accused member personally or by double registered mail.
5. The Investigating Committee shall investigate the charges. Charges which are determined to be frivolous, vexatious, without substance, which fail to clearly present a proper claim of violation of U.N.A.'s Constitution or which were filed in a manner which fails to comply with the procedure outlined in Article 5 shall be dismissed.
6. The Investigating Committee shall attempt to mediate the dispute.
7. The Investigating Committee shall submit a written decision to the President within thirty (30) days of charges being filed with the President. The President shall notify the parties of the decision of the Investigating Committee.

8. The complainant may appeal the decision of the Investigating Committee to the Executive Board at the next following Executive Board meeting, upon written request to the President.

9. The members of the Investigating Committee shall not sit as members of the Disciplinary Committee. The Chairperson of the Investigating Committee shall be an observer at the Disciplinary hearing. The Chairperson of the Disciplinary Committee shall ensure that the complainant provides to the accused specific details of the allegations.

Any concerns by either party as to the form of the charges shall be dealt with by the Chairperson of the Investigating Committee.

10. If a Disciplinary Hearing is to be held, the Disciplinary Committee shall determine the time and place of the hearing. The parties shall be notified at least two (2) weeks before the hearing. Unless the parties agree otherwise, the Disciplinary Hearing shall be held no later than ninety (90) days from the date the charges are filed with the President.

The members shall be deemed to have been notified of the Disciplinary Hearing on the date of receipt of the registered letter.



11. The member in receipt of the charges may resign her membership in the U.N.A. in which case the charges will not proceed.

12. Every member of the Union shall be entitled to a fair and impartial Disciplinary Hearing by the Disciplinary Committee.

13. At all hearings the Disciplinary Committee may obtain the assistance of counsel to advise it with respect to the law and procedure.

14. a. Should the complainant fail to appear before the Disciplinary Committee, without a satisfactory explanation, the Disciplinary Committee may dismiss the charges or adjourn the hearing on notice to all parties.

b. Should the complainant notify the Disciplinary Committee of her wish to withdraw the charges, the Disciplinary Committee shall dismiss the charges.

15. Should the accused fail to appear before the Disciplinary Committee, without providing a satisfactory explanation, the Disciplinary Committee may, if it considers it advisable, proceed.

16. In all cases the onus of establishing guilt of a member shall be upon the complainant.
 17. No evidence shall be considered by the Disciplinary Committee except that which is offered by the Hearing. The accused shall be given every reasonable opportunity to be heard and to present evidence in her own defence. She may be assisted by counsel of her own choosing or she may waive any or all of the rights set forth herein.
 18. The Disciplinary Committee shall find the accused guilty or not guilty by a secret ballot. The finding shall be by majority vote. In the event of a tie vote, the accused shall be found not guilty.
 19. Upon hearing the evidence, if the Disciplinary Committee finds the accused guilty, the Disciplinary Committee may expel, suspend or reprimand the accused.
 20. The decision of the Disciplinary Committee shall be binding.
 21. The decision of the Disciplinary Committee shall be reported forthwith to the accused, the complainant and their locals.
 22. All expenses incurred by the accused in defending charges shall be borne by herself except in the case of acquittal in which case all reasonable expenses incurred by the accused shall be borne by the Union. All expenses incurred by the complainant in pressing charges shall be borne by herself except in the case of proven guilt in which case all reasonable expenses incurred by the complainant shall be borne by the Union.
 23. There shall be a written record of the Disciplinary Hearings, copies to be available to participants of the Hearing. Each local shall receive a list of disciplined members and members who have withdrawn.
- 5.12 a) Any person who has been expelled from membership or who has resigned following the receipt of charges is not eligible to apply for membership at any Local of the U.N.A. Where a person wishing to become eligible for membership in the U.N.A. is required by the terms of Article 3.03 to apply to the Executive Board for reinstatement, application shall not be made until one (1) year from the date of expulsion or date of resignation. Prior to the Board considering such an application, the applicant shall have met the criteria for reinstatement as determined by Executive Board policy.
- b) A person who has been suspended from membership shall have her membership card held at Provincial Office for the duration of the suspension. Such member shall forfeit all rights and benefits under the Constitution but shall remain bound by the terms of the Constitution.

ARTICLE 6:

Meetings of Executive Board

- 6.01 The Executive Board shall meet at the call of the President or at the request of no fewer than three (3) members of the Executive Board in writing to the President. In any event, the Executive Board shall meet at least once in every four (4) months.
- 6.02 The time and place of meetings of the Executive Board shall be determined by the President, provided that any meeting requested by no fewer than three (3) members of the Executive Board, pursuant to the provisions of Article 6.01, shall be held within thirty (30) days of the receipt by the President of any such request. Every Board member shall be given at least fourteen (14) days' notice of such meetings.

- 6.03 The majority of the members or delegated alternate members of the Executive Board shall constitute a quorum for the transaction of business.
- 6.04 Unless otherwise provided in this Constitution, any questions arising at a meeting of the Executive Board shall be decided by a majority vote of the members present. Each member of the Executive Board shall be entitled to one (1) vote on each question which is voted upon at a meeting.
- 6.05 In the event that the President, Vice-President, or Secretary-Treasurer should resign, die or otherwise cease to act, the Executive Board shall elect by and from themselves a replacement until the next Annual General Meeting at which time an election shall be held in accordance with Article 10.04 or for the unexpired term as appropriate.
- 6.06 The Executive Officers, with unanimous agreement, may poll the Executive Board in emergency circumstances. Polling to be done in accordance with Executive Board Policy.

ARTICLE 7:

Meetings of the U.N.A.

- 7.01 The U.N.A. shall hold an Annual General Meeting in the months of September, October or November of every calendar year at such place as may be determined by the Executive Board.
- 7.02 A Special Meeting of the U.N.A. may be called at any time and place at the request in writing of at least one-third (1/3) of the members of the Executive Board or of at least one-third (1/3) of the Chartered Locals which shall represent one-third (1/3) of the membership evidenced by notice in writing signed by the President of each and shall be held within forty-five (45) days of the receipt by the President of the U.N.A. of any such request. Any such request shall specify the subjects to be considered at such a Special Meeting.
- 7.03 Every Chartered Local shall be given at least thirty (30) days' notice of the Annual General Meeting and as much notice as possible of Special Meetings. The President and Secretary-Treasurer of each Chartered Local shall make every reasonable effort to inform the members of the Chartered Locals of the said meetings.
- 7.04 The form of notice of meetings shall specify the subject to be considered at the meeting, and, in the case of Special Meetings, only such subjects as are specified in the notice calling the meeting may be considered and acted upon at that meeting.

ARTICLE 8:

Voting at Meetings of the U.N.A.

- 8.01 At any Annual or Special Meeting of the U.N.A. each Chartered Local is entitled to be represented by one (1) voting delegate for fifty (50) members or part thereof.
- 8.02 The local president shall ensure that each voting delegate chosen to represent her local is a member in good standing of U.N.A. The number of voting delegates to which each local is entitled shall be based on the number of members in the said local, thirty (30) days prior to the Annual General Meeting.
- 8.03 The Chairman of the meeting shall appoint scrutineers.
- 8.04 The scrutineers shall arrange for the holding of any vote; shall distribute, collect and count ballots if used; and shall report the results in writing to the meeting.
- 8.05 Two-thirds (2/3) of the registered voting delegates, including a representative from

each district, shall constitute a quorum for the transaction of business.

- 8.06 Unless otherwise provided in this Constitution, any resolution presented at a meeting of the U.N.A. or of any of its committees shall be deemed to have been carried if a majority of the voting delegates present vote in favour of it.
- 8.07 Voting shall be by show of hands unless the Chairman otherwise directs or unless otherwise provided hereinafter.
- 8.08 Every member of the Executive Board shall have a vote as though she were an accredited voting delegate.
- 8.09 Unless otherwise specified, any decision adopted at a meeting shall take effect forthwith at the conclusion of the meeting.
- 8.10 For the purpose of this Article the three (3) units of U.N.A. Local #121 shall be regarded as separate Chartered Locals, and Local #121 shall not be regarded as a Chartered Local.



ARTICLE 9:

Strike Votes and Ratification Votes

- 9.01 Strike votes and ratification votes shall be conducted by secret ballot.
- 9.02 Only U.N.A. members shall have the right to vote in strike and ratification votes.
- 9.03 An information meeting shall be held at least twenty-four (24) hours prior to commencement of strike and ratification votes.
- 9.04 Strike votes and ratification votes shall be conducted on all shifts within a twenty-four (24) hour period.

ARTICLE 10:

Elections

- 10.01 All officers shall be elected at the Annual General Meeting by a majority of the voting delegates present and voting.
- 10.02 All elections shall be by secret ballot, unless otherwise provided in the Constitution.
- 10.03 The Legislative Committee or any known persons acting with its authority shall prepare nomination forms for the Annual General Meeting and shall send them to the President and Secretary of each Local at least sixty (60) days prior to the Annual General Meeting.
- 10.04 The offices of President, Secretary/Treasurer and one half or the majority of District Representatives, in each District, shall be elected in the years ending with even numbers. The offices of Vice-President and one half or the minority of District Representatives in each District, shall be elected in the years ending with uneven numbers.

- 10.05 Each District Representative must be a member of a Chartered Local in the District she represents. Only members from the District may nominate her and only voting delegates from said Districts are entitled to vote in her election.
- 10.06 Upon receipt of nomination forms, the President of each Local shall make every reasonable effort to inform the Local that the Legislative Committee will receive nominations pursuant to this Article.
- 10.07 Each nomination shall be on a proper form bearing the name of the nominee and signatures of two (2) members in good standing of the U.N.A.
- 10.08 Nominations shall be accepted until forty-five (45) days prior to the Annual General Meeting or from the floor at the Annual General Meeting only in the absence of an official nomination.
- 10.09 The list of candidates, signed by the Chairman and two (2) members of the Legislative Committee, shall be sent no later than thirty (30) days before the Annual General Meeting to the President of the U.N.A. and to the President of each Local and delegate. Every reasonable effort shall be made to inform the members of the Local.
- 10.10 i) A motion to rescind the election of an Executive Officer of the U.N.A. may only occur at a Special Meeting of the U.N.A., referred to in Article 7 or at an Annual General Meeting of U.N.A. provided that thirty (30) days' notice of such motion has been given.
- ii) A motion to rescind the election of a District Representative of the U.N.A. may only occur at a special delegate meeting of that district of U.N.A. provided that thirty (30) days notice of such motion has been given. At the Special Delegate Meeting each Chartered Local of that District is entitled to be represented by one (1) voting delegate for fifty (50) members or part thereof.
- iii) Any motion to rescind the election of a member of the Executive Board of the U.N.A. must be passed by a two-thirds (2/3) vote of the voting delegates present and voting.
- iv) Election for such resultant vacancy for the unexpired term shall occur at this same meeting. Nominations shall be received from the floor.

ARTICLE 11:

Revenue

- 11.01 The revenue of the U.N.A. shall be derived as follows:
- a) Each Chartered Local shall remit to the U.N.A. each month such sum as may be determined from time to time by the U.N.A. at an Annual or Special Meeting. Any change in the dues structure must be ratified by a two-thirds (2/3) vote of delegates at an Annual or Special Meeting.
- b) The charter fee to establish a new Chartered Local shall be one dollar (\$1.00).
- c) The U.N.A. may accept any donation, grant, bequest or other form of transfer of funds or properties from any charitable, governmental, educational or other source and may agree with the transferrer to devote the funds or proper properties so transferred to any specific purpose consistent with the objectives of the U.N.A. without any political bias or favours.
- 11.02 The U.N.A. shall have the right to levy assessments for special purposes upon its dues payers, provided that any such assessment must first be approved by a two-thirds (2/3) vote at an Annual or Special Meeting of the U.N.A. Prior notice will be given.

- 11.03 Any funds owed to the U.N.A. by a Chartered Local pursuant to the provisions of this Constitution shall constitute a preferred claim and must be paid promptly by the Chartered Local each month prior to the payment of any other obligations of the Chartered Local.
- 11.04 a) U.N.A. dues shall be one point one percent (1.1%) of gross income, with a minimum of ten dollars (\$10.00) per dues payer per month.
- b) The U.N.A. shall issue to each Chartered Local a monthly rebate. The monthly rebate of dues to the Chartered Locals shall be as follows: For the first twenty (20) dues payers or part thereof of the Local the rebate shall be three dollars (\$3.00) per dues payer per month. For the next one hundred (100) dues payers or part thereof the rebate shall be two dollars (\$2.00) per dues payer per month. For all remaining dues payers the rebate shall be one dollar (\$1.00) per month.
- c) There shall be an Emergency Fund. The amount paid to the Emergency Fund on a monthly basis shall be no less than fifteen (15%) percent of the dues revenue of the U.N.A.
- 11.05 In the event of a strike or the approval of a loan or donation to other trade Unions, assistance, as determined from time to time by the Executive Board, shall be drawn from the Emergency Fund.
- 11.06 Any member paying dues at two (2) or more Chartered Locals shall, upon request with submission of pay slips, receive from Provincial Office a reimbursement of dues paid in excess of the amount set out in Article 11.04.
- 11.07 For the purpose of this Article the three (3) units of U.N.A. Local #121 shall be regarded as separate Chartered Locals, and Local #121 shall not be regarded as a Chartered Local.

ARTICLE 12:

Audit

- 12.01 The fiscal year of U.N.A. shall be January 1st to December 31st unless otherwise designated by the Executive Board. There shall be an auditor of U.N.A. who shall not be a member, employee, or relative of an employee, of the U.N.A.; and shall be a Chartered Accountant. The Executive Board shall appoint an auditor annually. The auditor shall conduct an audit once every year and shall submit a written report to the Annual General Meeting and to each local at least one hundred and twenty (120) days prior to the Annual General Meeting.

ARTICLE 13:

Chartered Locals

- 13.01 The U.N.A. may issue a Charter to any group eligible for membership under Article 3, and the group shall thereafter be referred to as a "Chartered Local".
- 13.02 a) Subject to the provisions of Article 13.03, the Bylaws contained in Appendix "A" shall be the Bylaws of every Chartered Local.
- b) In the event of conflict between any clause of this Constitution and any clause of the Bylaws of a Chartered Local, this Constitution shall be paramount and the clause in this Constitution shall apply.
- 13.03 a) Except as a result of amendment to Appendix "A" at a meeting of U.N.A., the Bylaws of a Chartered Local may be amended only with the approval of a two-thirds (2/3) vote of those members present and voting at a

meeting of the Chartered Local, and with the approval of the Executive Board of U.N.A.

- b) Bylaws of a Chartered Local which were amended or altered prior to November 8, 1984 in accordance with the Constitution of U.N.A. at that time shall be deemed to have been amended or altered in accordance with Article 13.03 (a).

13.04 All Collective Agreements with employers of members shall be signed by two (2) Executive Officers of the Chartered Local as the contracting party on behalf of the members affected.

13.05 In any situation in which there is reason to believe that a Chartered Local has adopted or undertaken policies or activities contrary to the principles and policies of the U.N.A., the Executive Board shall have the power upon a two-thirds (2/3) vote of the Executive Board to conduct an investigation into the affairs of the Chartered Local and to require the Chartered Local to amend and rectify any policies or activities contrary to the principles and policies of the U.N.A., and the Executive Board may:

- a) appoint a Trustee or Trustees for the Chartered Local, or
- b) revoke the Charter of the Chartered Local on such terms and conditions as the Executive Board may see fit.

Where the Executive Board determines that the Charter of a Chartered Local is to be revoked or a Trustee or Trustees are appointed pursuant to the provisions of this Article, the Chartered Local shall be entitled to a fair hearing before the Executive Board within three (3) months. Any action of the Executive Board under this Article may be appealed to the Annual General Meeting.



If the Annual General Meeting is scheduled for three (3) months or more from the date of the decision of the Executive Board, the Chartered Local may, with at least one-third (1/3) of the Executive Board or one-third (1/3) of the Chartered Locals which shall represent one-third (1/3) of the membership, demand a Special Meeting of the U.N.A. This Special Meeting shall be held within two (2) months to consider the Trusteeship or suspended Charter.

- 13.06 a) Where the Executive Board makes an order provided for in Article 13.05, the Executive Board may order that all funds and properties of any nature held by the Chartered Local shall be held in trust for the purpose of effecting a re-organization of the said Chartered Local. If such a re-organization is effected, such funds and properties of the Chartered Local shall be reinvested with the Chartered Local for its use and benefit. If the Chartered Local is not re-organized within a period of one (1) year, such funds and properties shall revert to the provincial funds of U.N.A.

- b) Where the Executive Board orders that all funds and properties held by a Chartered Local shall be held in trust of the U.N.A., it shall be the duty of the officers of the Chartered Local to deliver forthwith all funds and properties of any nature held by the Chartered Local to the Trustee or Trustees appointed pursuant to the provisions of this Article or duly authorized agent who shall be entitled to take immediate possession of all funds, properties, books and records of the Chartered Local and shall have authority to bring appropriate legal proceedings to secure such funds, properties, books and records.

- 13.07 For the purpose of this Article the three (3) units of U.N.A. Local #121 shall be regarded as separate Chartered Locals, and Local #121 shall not be regarded as a Chartered Local.



ARTICLE 14:

Merger and/or Transfer

- 14.01 A Chartered Local may merge and/or transfer its jurisdiction, rights, privileges, duties and assets to one (1) or more Chartered Locals.
- 14.02 The Chartered Local transferring and the Chartered Local(s) receiving and the Executive Board must each approve of the merger and/or transfer.
- 14.03 A meeting between the parties must be held for the transfer and/or merger.
- 14.04 The transfer and/or merger must be approved by a two-thirds (2/3) vote of the membership of each Local concerned by secret ballot. The voting shall be conducted in accordance with Article 9: Strike Votes and Ratification Votes.
- 14.05 A Chartered Local may also merge with another bargaining agent for the purpose of acquiring its jurisdiction, rights, privileges, duties and assets.

ARTICLE 15:

Constitutional Amendments and Policy Resolutions

- 15.01 This Constitution may be amended or altered only at a meeting of the U.N.A. by a two-thirds (2/3) vote of those voting delegates present and voting.
- 15.02 Except where otherwise required in this Constitution a resolution shall require a simple majority to pass.
- 15.03 There shall be a Constitution and Resolutions Review Committee struck by the Legislative Committee of the Executive Board. The function of such Committee shall be to facilitate the processing of constitutional amendments and policy resolutions for U.N.A.'s Annual General Meeting.

- 15.04 a) Throughout the year and up to one hundred (100) days prior to the date of the Annual General Meeting, any member may submit to the Constitution and Resolutions Review Committee a resolution or constitutional amendment in writing signed by such member. The Executive Board shall have the right to submit any resolution to the Committee at any time up to the date of the meeting. Late resolutions shall be submitted to the Constitution and Resolutions Review Committee who shall consider the urgency of the resolution. Only late resolutions deemed to be of an urgent nature shall be placed before the meeting.
- b) The proposer shall have the right to appeal the Committee's decision by having her appeal placed before the General Assembly of the meeting.
- 15.05 a) The Constitution and Resolutions Review Committee shall:
- receive and prepare constitutional amendments and resolutions for presentation to the Annual General Meeting;
 - have power to eliminate duplications in constitutional amendments and resolutions submitted, after consultation with and agreement of the proposer;
 - have the power to determine the order in which constitutional amendments and resolutions will be presented to the meeting;
 - have power to edit constitutional amendments and resolutions provided that the purport of any such amendment or resolution is not changed and only after consultation with and agreement of the proposer.
 - have the power to propose constitutional amendments up to forty-five (45) days prior to the Annual General Meeting.
- b) The proposer shall have the right to appeal the Committee's decision by having her appeal placed before the General Assembly.

- 15.06 A majority of the members of the Constitution and Resolutions Review Committee shall constitute a quorum.

- 15.07 The Constitution and Resolutions Review Committee shall prepare a report which shall be sent to the President and Secretary of each Chartered Local at least thirty (30) days prior to the Annual General Meeting. This report shall contain all constitutional amendments and resolutions and their rationale.

- 15.08 The Constitution and Resolutions Review Committee shall prepare a supplementary report containing those resolutions which have been submitted to the Committee by the Executive Board after the preparation of the report referred to in 15.07 and this supplementary report shall be presented to the meeting.

- 15.09 All amendments and resolutions must:

- deal with only one (1) subject;
- be submitted on the appropriate forms before respective deadlines.

ARTICLE 16:

Rules of Procedure and Order of Business at Meetings of the UNA

- 16.01 The rules of procedure and order of business at Meetings of the U.N.A. shall be governed by the current edition of Robert's Rules of Order (Copyright 1981).
- 16.02 A Parliamentarian shall be appointed for each Annual General Meeting.

APPENDIX "A"

Bylaws Governing Chartered Locals

BYLAW I - NAME

This organization shall be known as the United Nurses of Alberta (hereinafter referred to as the "Chartered Local").

BYLAW II - EXECUTIVE

- The affairs of the Chartered Local shall be administered by an Executive which shall be composed of the following:

- President
- Vice-President
- Secretary
- Treasurer

The Executive shall meet at least once every four (4) months.

- Throughout these Bylaws, the term "President" shall be deemed to refer to the President of the Chartered Local unless otherwise expressly stated.

BYLAW III - REPRESENTATIVES

An appropriate number of representatives may be elected by and from the members of the Chartered Local to represent nurses and other allied personnel employed in specific areas or functions of their employer's establishment. The said representatives may be appointed by the Executive if a majority of the members of the Chartered Local at a meeting authorize the Executive to appoint such representatives as it sees fit.

BYLAW IV - COMMITTEES

- There shall be a Grievance Committee composed of three (3) members. One of these shall act as the Chairman and they shall be elected at an Annual or Special Meeting of the Chartered Local.
- All standing committees of the Chartered Local shall be elected by the membership. The Executive may set up special committees of the Chartered Local and may appoint the members of each such Committee from the members of the Chartered Local, the Chairman to be chosen by the Executive and to be entitled to a casting vote in the case of a tie. The Executive may delegate any of its powers to any such committees. These committees shall be subject to any restrictions or regulations imposed upon them by the Executive.

BYLAW V - ELECTIONS

- The Executive shall be elected at each Annual General Meeting or where the Chartered Local wishes the term of office may be for 2 years with alternate Executive elected at each Annual General Meeting.
- Nominations for the Executive and for any other positions for which elections are held shall be received from the floor.
- All elections shall be by secret ballot or show of hands.
- A motion to rescind the election of an officer of a local may only occur at an Annual or Special Meeting of the local, referred to in Bylaw VIII provided that at least fourteen (14) days' notice of such motion has been given.
 - Any motion to rescind the election of an officer of a local must be passed by a two-thirds (2/3) vote of the members present and voting at such meeting.
 - Elections for such resultant vacancy shall occur at this same meeting.

BYLAW VI - VACANCIES

In the event that a member or members of the Executive of the Chartered Local should resign, die or otherwise cease to act, the Executive shall appoint from the members of the Chartered Local a replacement until the next general meeting. As much notice as possible will be given and at this meeting an election will be held to fill the vacancy according to Bylaw V (2) and (3).

BYLAW VII - ELECTION OF VOTING DELEGATE

- Any two (2) members of the Chartered Local may nominate a voting delegate pro-

vided that they produce satisfactory proof that the consent of the nominee to stand for election has been obtained.

2. A voting delegate and an alternate voting delegate to attend any meeting of the United Nurses of Alberta (hereinafter referred to as the U.N.A.) shall be elected by a majority vote of those members of the Chartered Local present at a meeting of the Chartered Local. The alternate voting delegate shall act whenever the voting delegate is unable to do so.
3. Both the voting delegate and the alternate voting delegate shall be members of the Chartered Local.

BYLAW VIII - MEETINGS

1. Once in every calendar year, there shall be an Annual General Meeting of the Chartered Local. At least two (2) weeks' notice shall be given. During the Annual General Meeting, reports shall be presented by each member of the Executive, the affairs of the Chartered Local shall be reviewed and planned, and elections shall be held. The Chartered Local's Annual General Meeting shall be held in January, February or March.
2. A Chartered Local shall hold general meetings at least quarterly on the call of the President or her designate.
3.
 - a) A Special Meeting may be called at any time and place by the President of the Chartered Local. Members shall be given reasonable notice of any such meeting.
 - b) A Special Meeting of the Chartered Local may be called at the request of any three (3) members of the Chartered Local made in writing to the President. Any request for a Special Meeting of the Local shall specify the subjects to be considered at such a Special Meeting. As much notice as possible will be given and the meeting will be held within seven (7) days of the request with the exception of a Special Meeting held in reference to Bylaw V(4).
 - c) The assigned District Representative shall be invited by the Local President to attend at least one (1) Local general meeting.
4. The rules of procedure and order of business governing meetings of the Chartered Local shall be as outlined in accordance with Article 16 of U.N.A.'s Constitution.

BYLAW IX - QUORUM

1. The majority of members present at a meeting of the Chartered Local shall constitute a quorum of the Chartered Local for the transaction of business.
2. Three (3) members of the Executive shall constitute a quorum of the Executive for the transaction of business.

BYLAW X - DUTIES OF OFFICERS PRESIDENT

- a) The President shall be the senior executive officer of the Chartered Local and shall act as chairman at all meetings of the Executive and the Chartered Local. In the case of a tie in a vote of the Executive or the Chartered Local or any other committee of which she is chairman, the President shall have the casting vote.
- b) The President shall be an ex-officio member of all committees.
- c) The President or delegate shall represent the Chartered Local on the District Committee.

VICE-PRESIDENT

The Vice-President shall carry out duties as assigned by the President and act in lieu of the President in her absence.

SECRETARY

The Secretary:

- a) shall keep a record of all meetings of the Chartered Local and of all meetings of the Executive;
- b) shall be responsible for the correspondence of the Chartered Local;

- c) in conjunction with the Treasurer, shall keep a record of the membership of the Chartered Local.

TREASURER

The Treasurer:

- a) shall be responsible for arranging for the collection and forwarding of members' dues of the UNA;
- b) shall be responsible for the safekeeping of the monies of the Chartered Local and shall keep a record of all financial transactions;
- c) shall make a financial report at regular meetings, the Annual General Meeting of the Chartered Local and at meetings of the Executive;
- d) in conjunction with the Secretary, shall keep a record of the membership of the Chartered Local.

BYLAW XI - LOCAL DOCUMENTS

Any member(s) of the Executive of the Chartered Local or member(s) of any committee of the Chartered Local who cease to hold office for any reason shall within one month, turn over to the current Local Executive all documents, assets and property of the U.N.A. in her possession.

BYLAW XII - FINANCES

1. Monies of the Chartered Local shall be kept in a chartered bank or credit union or trust company.
2. Transactions shall be by cheque.
3. The Treasurer and the President or signing officer shall co-sign cheques.
4. There shall be an annual audit by the UNA at the end of each fiscal year.

BYLAW XIII - DUES AND ASSESSMENTS

1. The Chartered Local may establish initiation fees and monthly dues higher than those set by the UNA.
2. The Chartered Local may levy assessments for special purposes upon its members, provided that any assessment must first be approved at a meeting of the Chartered Local.

BYLAW XIV - MERGER

A Chartered Local may merge with another bargaining agent for the purpose of acquiring its jurisdiction, rights, privileges, duties and assets.

The Chartered Local may, by a two-thirds (2/3) vote of those present at a meeting of the Chartered Local called for that purpose of which notice has been given to the members, merge with and transfer its jurisdiction, rights, privileges, duties and assets to one (1) or more other Chartered Locals.

1. One or more Chartered Locals must be willing to transfer.
2. Another Chartered Local or Locals must be willing to receive the Local.
3. The Local wishing to merge must call a meeting for the purpose of merger and transfer. Notice must be given of this meeting. At the meeting a motion is made to "merge and transfer its jurisdiction, rights, privileges, duties and assets to the transferee". The motion must be passed by a two-thirds (2/3) vote of those present at the meeting. The vote on this motion shall be in accordance with Articles 9 and 14 of the Constitution.
4. A meeting of the receiving Local or Locals must be called for the purpose of approving the merger and transfer. Notice must be given of this meeting. At this meeting a motion is made to "approve the merger and transfer". The motion must be passed by a two-thirds (2/3) vote of those present at the meeting. The vote on this motion shall be in accordance with Articles 9 and 14 of the Constitution.
5. A meeting of both parties is called by the President of each. Two (2) weeks' notice must be given of this meeting. At the meeting a motion is made to approve the merger and transfer.
6. Election for officers of the Chartered Local which has resulted from the merger will be held.
7. The Chartered Local may amend the Bylaws governing the Chartered Local as set

out in Appendix "A". The amendments must be approved by the Executive of the United Nurses of Alberta.

8. The merger must be approved by the Executive Board of UNA.
9. Once the Secretary-Treasurer of UNA receives notice and documents pertaining to the merger, a new or amended Charter shall be issued.

BYLAW XV - TRUSTEESHIP

Whenever a Trustee for a Chartered Local has been appointed pursuant to Article 13.05 of the Constitution of UNA, such Trustee shall take over the complete direction, control and supervision of the Chartered Local.

BYLAW XVI

United Nurses of Alberta shall be empowered to negotiate and enter into regional, local or area wide collective bargaining agreements on behalf of the Chartered Local.

BYLAW XVII - AMENDMENTS

The Bylaws of a Chartered Local may be amended only in accordance with Article 13 of the Constitution of the U.N.A.

APPENDIX "B"

Terms of Reference for District Representatives and District Committees Bylaws Governing Districts of the U.N.A.

I. ORGANIZATION OF DISTRICTS OF THE U.N.A.

1. The number of Districts and the area covered by each District shall be determined at the Annual General Meeting of the U.N.A.
2. There shall be a committee to administer the affairs of the District. The committee shall be composed of:
 - a) District Representatives;
 - b) the President or designate from each Chartered Local in that District and in the case of Local #121, the President or designate of each unit;
 - c) any member of the District who holds the position of Secretary or Treasurer of the District.
3. In the event that a District Representative should resign, die or otherwise cease to act, a replacement shall be elected at the next District Meeting. The District Chairperson shall appoint a interim District Representative until such meeting. An election shall be held at the next Annual General Meeting in accordance with Article 10.04 or for the unexpired term as appropriate.
4. The District Committee has the power to appoint or elect other members of the District to committees for the purpose of recommending action to the District Committee.
5. The Chairperson and Vice-Chairperson shall be elected by the District Committee at the first District Committee meeting following the Annual General Meeting. The Chairperson and Vice-Chairperson shall each be District Representatives.
6. The Executive of the District shall consist of the District Representatives and the Secretary and Treasurer or the Secretary-Treasurer of the District.

II. DISTRICT REPRESENTATIVES

1. Each District Representative must be a member of a Chartered Local in the District she represents.
2. In the event that a District Representative shall change her place of employment from one (1) District to another or for any reason ceases to qualify for membership in the U.N.A., during her term of office, she shall resign forthwith.

III. DUTIES OF OFFICERS

1. Chairperson
 - a) The District Chairperson shall have the following duties and limitations:

- i) Call and chair the Executive and district meetings;
- ii) Act as ex-officio member of all committees;
- iii) In association with Locals in the area, draft an agenda which shall be forwarded with notice of the meetings;
- iv) Present the views, concerns and direction of the District at the Executive Board meetings;
- v) Appoint interim District Representatives;
- vi) In conjunction with the District Treasurer, prepare a District annual budget;
- vii) Conduct the business of the District;
- viii) Prepare District Reports for Board Meetings and Annual District Report to Annual General Meeting and any further reports deemed necessary by the District Chairperson or the Executive Board.

2. Vice-Chairperson

- a) The Vice-Chairperson shall carry out duties as assigned by the Chairperson and act in lieu of the Chairperson in her absence.

3. Secretary

- a) The Secretary shall have the following duties:
 - i) Shall keep a record of all meetings of the District and of all meetings of the Executive;
 - ii) Shall be responsible for the correspondence of the District;
 - iii) Shall maintain current phone fan-out lists for the entire District Committee. Such lists shall be forwarded to the members of the District Committee, the Representative for that District on the provincial negotiating committees and the President of U.N.A.;
 - iv) A copy of the minutes shall be forwarded to the Provincial Office and locals in that District.

4. Treasurer

- a) The Treasurer shall have the following duties:
 - i) Shall hold the monies of the District in safekeeping and shall keep a record of all financial transactions;
 - ii) Shall make a financial report at regular meetings of the District and at meetings of the District Executive;
 - iii) In conjunction with the District Chairperson, prepare the annual district budget.
 - iv) Shall present the necessary documentation to the U.N.A. for an Annual Audit at the end of the fiscal year.

IV. MEETINGS OF THE DISTRICTS OF U.N.A.

- 1. District Committee meetings shall be held at least quarterly.
- 2. The objectives of such meetings shall be:
 - a) to increase communications between the locals;
 - b) to co-ordinate efforts for a common purpose;
 - c) to act as a liaison between the Chartered Locals and the provincial body.
- 3. Only District Committee members shall be entitled to vote at the District Meetings.
- 4. a) A Special Meeting may be called at any time and place by the Chairperson. The District Committee members shall be given reasonable notice of any such meeting. The purpose of such meeting shall be provided with this notice.

- b) A Special Meeting of the District may be called at any time and place at the request in writing of at least one-third (1/3) of the members of the District Committee evidenced by notice in writing by such members and shall be held within forty-five (45) days of the receipt by the Chairperson of any such request. Any such request shall specify the subjects to be considered at such special meeting.
- c) At a Special Meeting of the District, for the purpose of making a motion to rescind the election of a District Representative:



- i) representation of Locals at such meeting shall be as per Article 8 of the U.N.A. Constitution;
- ii) such motion must be passed by a two-thirds (2/3) vote of the voting delegates present and voting at such meeting;
- iii) elections for such resultant vacancy shall occur at this Special Meeting. Nominations shall be received from the floor.
- d) The business of the District shall be in accordance with the U.N.A. Constitution and its Bylaws and with the U.N.A. Policies.
- e) The rules of procedure and order of business governing meetings of the District shall be as outlined in accordance with Article 16 of the U.N.A.'s Constitution.

LONG & SHORTTERM GOALS OF U.N.A.

Long-Term Goals

A. GENERAL

- 1. All U.N.A. activity shall reflect the universal principles of trade unionism, including co-operation with other Unions.
- 2. U.N.A. shall maintain the democratic nature of the organization through:
 - a) open and democratic Annual and Special Meetings with the authority to make major policy decisions;
 - b) a commitment to openness, cooperation and participation of the membership at every level of the Union structure; and
 - c) maintenance of open and democratic negotiations and ratification procedures.
- 3. U.N.A. shall continue to organize all unorganized working nurses in Alberta.

- 4. Every U.N.A. member shall work in optimal working conditions achieved through a commitment to group bargaining and maintenance of contractual provisions co-ordinated at the provincial level.
- 5. There shall be an efficient, effective and well maintained communication network between all levels of the Union structure, including maintenance of a complete and correct phone fan-out system in every District and Local.
- 6. U.N.A. shall ensure the maintenance of an Emergency Fund capable of providing strike benefits to U.N.A. members.
- 7. The U.N.A. shall have a financial administrative structure capable of ensuring full value and full accounting for each dollar spent.
- 8. U.N.A. shall have a capital budget, and shall continue to have an operating budget, both of which shall be consistent with the goals of U.N.A.
- 9. U.N.A. shall continue to promote publicly legislation and political positions favourable to U.N.A. members and consistent with the goals of U.N.A. in the areas of:
 - a) negotiations;
 - b) matters of concern to our members as health care workers; and
 - c) matters of concern to members as citizens and consumers.

B. EXECUTIVE BOARD

- 1. The Executive Board shall continue to have the commitment, knowledge and authority to manage the business of the U.N.A. in the best interest of the membership.

C. LOCALS

- 1. The U.N.A. shall continue to be committed to the principle of member helping member through the development of the local leadership in:
 - a) processing grievances at the local level;
 - b) identifying and resolving professional responsibility issues at the local level;
 - c) promoting the health and safety of the local's membership;
 - d) promoting the principles of trade unionism and U.N.A. among the local's membership.

D. MEMBERSHIP

- 1. All members shall have knowledge and commitment to the principles of trade unionism with special reference to U.N.A.
- 2. U.N.A. shall encourage participation by the rank and file membership in U.N.A. affairs.

Short-Term Goals

- 1. Free collective bargaining for all U.N.A. members.
- 2. Ensure that all Hospital Locals will have a functional P.R.C. and Health and Safety Committee as per the Hospitals Contract. Monthly minutes shall be sent to Provincial Office.
- 3. Ensure that Local leadership is processing grievances at the Local level up to Step 3 of the grievance procedure.
- 4. Ensure participation by rank and file members during negotiations by reinforcement of the process set up for collective bargaining.
- 5. All Local Executives, Committee members and Ward Reps. shall have the opportunity to attend Level I workshops, as appropriate.
- 6. a) Ensure that financial expenditures of U.N.A. reflect the budgetary allotments.
- b) Proper documentation of expenditures.
- c) Ensure the implementation of a documentation system for expenditures.
- 7. Development of materials such as political action kits that will assist U.N.A. political action committees to ensure the achievement of Long-term Goal #9 (a).